

**City of Belmont
PARKS & RECREATION COMMISSION
MINUTES OF REGULAR MEETING OF NOVEMBER 15, 2017
One Twin Pines Lane, City Council Chambers**

CALLED TO ORDER AT 7:00 PM

COMMISSIONERS PRESENT: Foehr, Mittelstadt, Cotten, Raddavero, Michaels, Bortoli, Block, Fox and Fine

COMMISSIONERS ABSENT: None

STAFF PRESENT: Interim Parks and Recreation Director Schwartz and Administrative Assistant Saggau

PLEDGE OF ALLEGIANCE

Led by Chair Foehr.

COMMISSIONER ANNOUNCEMENTS/AGENDA AMENDMENTS

Commissioner Bortoli reported on the Veteran's Memorial Installation and Dedication Ceremony in Twin Pines Park.

Commissioner Bortoli noted he visited Davey Glen Park and received feedback from several people using the park.

Youth Commissioner Fine stated the YAC (Youth Advisory Committee) has had two meetings and City Council members Hurt & Kim attended the last one.

CONSENT CALENDAR

October 4, 2017 Minutes

ACTION: On a motion by Commissioner Mittelstadt, seconded by Commissioner Block the minutes were approved. Vote: 7 Commissioners and 2 Youth Commissioner in favor.

Commissioner Fox requested clarification on the list following Future Agenda Items. Following discussion it was decided Chair Foehr will work with staff to look at reformatting the layout of the list and items would be marked complete when finished.

ITEMS OF BUSINESS

Update on Capital Project List

Interim Parks and Recreation Director Schwartz distributed an updated Project list showing the current status of each project. He reviewed the projects and provided targeted completion dates for some.

Interim Parks & Recreation Director Schwartz responded to questions from the Commission.

Commissioner comments and suggestions included the following:

- Request a budget estimate for the update of the Parks & Open Space Master Plan
- Outstanding issues remain on Sports Complex Synthetic Turf Project
 - Fencing
 - Lighting
 - Request to revisit turf design by Commissioner Mittelstadt
- Consider timing of Synthetic Turf project construction and the loss of field access and the impact to users
- Provide update to public on opening of dog use hours at Barrett Community Center
 - Signage
 - Have Dog Ad-Hoc Committee meet to review and set up plans
 - Use Belmont App to update
 - Check if Parks & Recreation Department uses Nextdoor
- Include Funding Status Column on Project List

OTHER BUSINESS / UPDATES

Department Reports

Interim Parks and Recreation Director Schwartz provided details on his work experience in the Parks and Recreation field.

Interim Parks and Recreation Director Schwartz reported the following:

- Girl Scouts received a Proclamation from the City Council for their Wildflower Pamphlet
- Davey Glen Park and Alexander Park Restroom Project Completion
- Holiday Craft Faire
- E-bikes reported on Water Dog Lake trails

Questions and Comments

In response to Youth Commissioner's Raddavero's question Interim Parks & Recreation Director Schwartz explained the City could cover the cost of registration to attend the CPRS Conference in Long Beach but could not cover the cost for travel and lodging.

Chair Foehr noted there would be a Commission Holiday Social following the December meeting.

2018 PRIORITIES

Council and Commission Top Priorities

- Athletic Field Improvements
- Barrett Community Center Master Plan

Council Other Priorities that include Parks and Recreation

- Twin Pines Park Master Plan
- Resolve the Dog Issue at Barrett - *In Progress*
- ADA Transition Plan
- Citywide Volunteer Program
- Evaluate the Need for a Public Art Commission

Commission Other Priorities

- Parks, Recreation, and Open Space Master Plan
- Department Resources and Budget
- Open Space Maintenance and Management

Completed Priority Items

- Dogs in Parks Policy
- Veterans Memorial
- Tree Ordinance Update

FUTURE AGENDA ITEMS

- Bicycle Pump Tracks
- Volunteer Coordinator Position
- Solar Projects and Energy Efficiency
- City Website Update
- Recreation Programs and Scheduling
- Sports Complex Turf Project
- Twin Pines Park Interview and Planning Committees

ADJOURNMENT

The meeting was adjourned at 8:00 p.m.

Randy Schwartz
Interim Parks and Recreation Director